

Tasking Memorandum No. 99-01

Memorandum For Commanders DCMDs, DCMC CAOs

Subject: Establishment of a Process Action Team – Unit Cost Data Analysis (TASKING)

Date: October 5, 1998

Suspense Date: October 14, 1998

Target Audience: All DCMC Personnel

New Information/Guidance/Tools:

- Comprehensive validation and analysis of workload indicators and PLAS charging is essential to effective unit cost management at all organizational levels of DCMC. It has come to our attention that **CAO** knowledge and experience using COGNOS decision support software varies extensively. This information indicates an opportunity for improvement.

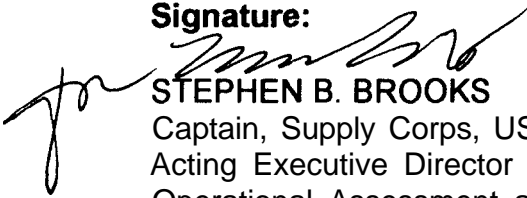
Requirements:

- The purpose of this DCMC PAT is to harness the variety of **PowerPlay** cubes, reports and spreadsheets currently being utilized, and update/augment the DCMC Unit Cost Data Credibility Guide (Rev 1, Oct 97). The goal will be to develop simplified instructions and standardized tools to be utilized throughout the Command to track, trend, and analyze unit cost data.
- Each District will pulse their **CAOs** for examples of tools they currently use to manage unit cost. DCMDE and DCMDW will each provide three **CAO** team members to form the PAT. Nominees selected to support this effort should have been involved in the unit cost pre-test (Apr-Jun 97) and/or have displayed extensive unit cost data analysis capability.
- Please provide Marie Garney with the name of the individuals whom you have selected to work on this effort by October 14, 1998. This PAT will be a **part-time** effort, although some temporary duty will be required. It will meet as often as necessary, but will take full advantage of electronic communication. Funding for travel will be DCMC Headquarters directed funds.
- The initial meeting will be October 20-22, 1998, beginning at 0800, at DCMC Headquarters, Conference Room 4601, 8725 John J. Kingman Road, Ft Belvoir, VA. Marie Garney will chair this PAT.
- PLAS Codes for this effort: Process Code 221, Program Code **NP017**.

Point of Contact for Further Information:

Marie Garney
Planning and Programming Team (DCMC-BD)
Phone: (703) 767-2432 or DSN 427-2432
E-Mail: marie_garney@hq.dla.mil

Signature:

A handwritten signature in black ink, appearing to read 'Stephen B. Brooks', is written over the printed name.

STEPHEN B. BROOKS
Captain, Supply Corps, US Navy
Acting Executive Director
Operational Assessment and Programming